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STANDARD FORM NO. 64

Office Memorandum • UNITED STATES GOVERNMENT

TO : Assistant Chief for Operations **DATE:** DEC 2 1953

FROM : Acting Chief, Supply Division

SUBJECT: Requisition Activity Report, 23-28 November 1953, inclusive.

REFERENCE: (a) Memo Acting Chief of Logistics, Subject: Performance and Activity Reports, dated 18 September 1953.

As requested by reference (a), the following information of weekly operations is submitted herewith:

REQUISITIONS

Balance Brought Forward.....33

Received.....350

Processed.....252

Pending.....131

Average time required to process requisitions.....2¼ calendar days

[redacted] 25X1A9a

LO/SD/SCS/EFM:tcs (30 November 1953)

Distribution:
Orig. & 2 - Addressee
1 - SD
1 - SC Staff
1 - SC Section

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